
SYRACUSE ASCE BOARD MEETING MINUTES
OCTOBER 15, 2013– 5:30 PM
C&S COMPANIES, NORTH SYRACUSE

In Attendance: Logan Bessel, Steve Bogart, Dan Borcz, Chuck Brooks, Shaun Gannon, Matt Henderson, Seth Livermore, Dawn Penniman, Kim Powell, Chuck White

- **Welcome and Roll Call: DB**
 - Roll Call/Introductions

- **Board Review, Comment, and Approval of Agenda: DB**
 - Review Organizational Chart & Contact List – *These have been placed on the Google Drive.*

- **Board Review, Comment, and Approval of Previous Meeting Minutes: MH – DB made motion to approve meeting minutes, seconded by DP. Aye – 8, Nay- 0; Approved. MH to put these on the Google Drive and CE to put these on the website.**

- **Treasurer’s Report: DP**
 - Reminder to use the tax exempt form
 - Treasurer’s Report
 - 2013-2014 Budgets – *DP will send around the proposed budget and requests input from board members by Saturday 10/19. Will discuss at next Board Meeting*

- **Communications: DB**

9/30	Nancy Berson	Section Annual Reports (Due 11/30) – <i>DB to take the lead on completing</i>
10/7	Jackie Simon	Geographic Services Conference Calls (10/22, 10/31, 11/7) – <i>This is the first in the series of 3 calls; CB to attend</i>
10/8	Constance Thompson	2014 New Face of Civil Engineering – <i>Can nominate a member from the branch; no action</i>
10/8	Nancy Berson	Section and Branch Best Practices Webinar (10/16 & 10/22) – <i>KP to attend</i>
10/15	Tony Ortega	2013 BEBE Sponsorship? – <i>SG made motion to use \$250 from the Scholarship and Education Fund to sponsor BEBE on behalf of the ASCE Syracuse Section, seconded by LB. Aye – 8, Nay- 0; Approved</i>

- **Programs / Continuing Education: DB/OPEN**

- Reminder that Bergmann Associates and B&L will approve presentations for PDH credit for the Section – *SG wanted to remind everyone that it was for that date and ASCE only (vendors will have to pay)*
- TACNY advertisement reminder and how to post to the TACNY website & e-mail their community Listserv - *DB will place instructions on the Google Drive*
- PDH Approval Steps Document - *DB will place them on the Google Drive*
- Oct/Nov – Total PCB & Congener Analysis by Dale Camillo (Test America) **DP** – *DP is working on setting up next PDH meeting with either this topic or another*
- Monday Nov 11th – 10th Annual CNY Expo – *ASCE will be sponsoring the Civil Track. We will also have a table in the back of the Civil Room for membership recruitment.*
- Nov 15th – 2013 Capital Region Geotechnical Symposium (Mohawk-Hudson Section) – *MH to send this out to the Section in an eblast*
- Nov 15th or 16th – Fall North Country Meeting? **LB** – *LB to take the lead on organizing this event*
- Jan – Hydraulic Case Studies (Costa Rica or Chile) by Kevin Candee **RD'H** – *Nothing to report.*
- Other PDH Presentation possibilities include: ADS/Hancor Drainage Products, Filterra Stormwater Product, Geddes Brook/9 Mile Creek Vegetation Restoration Efforts (**RD'H**), Onondaga College Music Hall (C&S), Passive Diffusion Bags by ALS (**DP**)

- **New Business: DB/OPEN**

- Annual Conference Recap (10/9 – 10/12) **SG** – *SG attended on behalf of the Section and reviewed topics discussed. 2014 Conference is in Panama.*
- Onondaga Lake PDH Event Recap (10/10) **MH** – *Successful event – it was very well attended with over 40 attendees (almost 45% non-members!)*
- Outstanding Section and Branch Award Nomination (due 10/30) **LB & SL** – *SL to take lead on preparing nomination form. DB and LB to review and assist.*
- SPAG Proposal (due 11/1) – NPR spot & Billboard advertising? **SG & MH** – *SG to take the lead on developing the SPAG proposal. Send any ideas or suggestions to SG.*
- Constant Contact now available **CW** – *CW has Constant Contact up and running and currently working on developing a template for emails and making it useable for the Section. CW asking board members to look at it and provide any suggestions. CW hoping to make this operational by Thanksgiving.*
 - How to use it?
 - Create draft layout/template for e-mail
 - Compare Syracuse Listserv to National Database
 - Go live by November Board Meeting (11/19)

- **Old Business: DB**
 - Constitution & By-laws review **BK** – *BK is looking to set-up a call or meeting to discuss with DB, SG, and LB.*
 - Website sponsorship request email to listserv
 - Welcome to the Syracuse Section email to listserv

- **Newsletter and Website: CE & DB** – *DB reminded Board to work with CE for any website updates*
 - Website update
 - Board Member pictures
 - Outstanding ACS invoice (\$52.50) - *DP to pay outstanding charge*
 - Recap 9/27 meeting with ACS and review quote for site improvements – *DB met with ACS and received a quote for several website improvements. DB to send (via email) ACS quote for website improvements for review. This will be discussed at the November Board meeting.*

- **Committee Reports**
 - Awards: **RD'H** – *RD'H had developed draft of bylaws and DB will send around to the board for an eVote.*
 - Ratify By-laws
 - Community Outreach: **BK**
 - Fall AAH Patrol date? – *BK rescheduled to 10/26.*
 - Engineers without Borders: **CB** – *CB discussed Guatemala Assessment Trip performed by EWB. MH to include upcoming EWB meeting in eblast.*
 - Geo-Institute: **RD'H** – *No updates to report*
 - Golf Tournament: **LK/DP** – *DP to send out thanks you emails to sponsors.*
 - Raffle Items Update
 - Thank You status
 - Government Relations: **MH** – *No updates to report.*
 - Letters to local Legislators
 - History & Heritage: **PR** – *PR sent update email to DB regarding International and Local Historic Engineering Landmark Award efforts. Efforts are ongoing.*
 - Regional Landmark Identification Update
 - St. Lawrence Power and Seaway Project National Historic landmark nomination Update

- Membership: **CW** – *ASCE pushing membership drive. CW to work with MH to include membership drive in eblast.*
 - Membership Champions Program Update
 - 2014 Membership Renewal Reminder (Renewal Race)
 - Director vacancy – Steve Bogart? – *DB to discuss with SB his interest in assuming vacant position.*
 - “Get Members, Keep Members, and Grow Membership” Webinar on 10/30
- Nominating Committee: **BK/DB** – *No updates to report*
 - Transferring Institutional Knowledge – use the Google Drive
- Technical Society Council: **BK**
 - OCC facility usage – *all TACNY members can use the meeting space at OCC (except for the arena). Coordinate with Howie Hollander*
 - Sweet Lecture Series sponsorship? – *Section will NOT sponsor at this time as no topics are Civil Engineering related.*
- Scholarship: **TH/DB** – *No updates to report.*
- Younger Member: **LB**
 - Joint ASCE/ASHE/ITE Holiday Happy Hour (late November/early December) – *LB working on setting up this event*
 - Facebook page Update

- **Other Items?**

- **Meeting Schedule** (subject to change):

2013-2014 ASCE Syracuse Section Meeting Responsibility			
	Board Mtg	PDH Mtg	Student Chapter Mtg
Oct-13		D. Penniman	
Nov-13	C. White Tues 11/19	CNY Engineering Expo	Fall North Country Mtg T. Horth & L. Bessel
Dec-13	TBD Tues 12/17	N/A	
Jan-14	S. Gannon Tues 1/21	R. D'Hollander	
Feb-14	S. Livermore Tues 2/25	E-Week Event B. Kubiak	SU Joint Mtg M. Millias
Mar-14	Arcadis Tues 3/25	C. Enechukwu	SUNY IT Mtg A. Falkenmeyer
Apr-14	M. Henderson Tues 4/15	S. Gannon	Spring North Country Mtg T. Horth & L. Bessel
May-14	Annual Meeting Week of 5/19		
Jun-14	Local Bar Tues 6/10	N/A	

- **Adjournment** - *DB made motion to adjourn the meeting; seconded by LB. Aye – 5, Nay – 0; Approved.*